

DISTRICT CONSTRUCTION ENGINEERS MEETING
APRIL 3 – APRIL 4, 2002
MINUTES

1. Introductions

2. Site Manager – Jim Johnson

Effective 02/18/02, all contracts can be in SiteManager but effective October 2002, all contract will be in SiteManager.

- Presently, you do not have to generate a paper daily and again recreate a DWR in site manager. You only have to do a monthly in order to pay Contractor.
- Future, creating a web interface for Contractors to retrieve Dailies, Estimates, S.A.'s (potential for electronic S.A.'s) and other data.
- Currently, piloting Site Pad in some of the Districts. RS&H @ Hattaway Bridge is currently implemented Site Pad and have been creating DWR in Site Manager off line.
- Pilot in each District on a couple of projects to implement and try Site Pad.
- Purchase of Palms for Site Pad implementation. Districts need the funding help from C.O.
 - **ACTION ITEMS:** Discuss w/ Bill Albaugh, Freddie Simmons, Nelson Hill, and Ken Morefield. Can either find expense at year's end or use TRNS*PORT money in new Fiscal Year 02/03 or both. **(Greg Xanders)**

3. EDMS – Jim Johnson

Legal issues has not been addressed

- Need high-speed access.
- VPN is available to consultant on a limited basis.
- VPN – \$20/month and no installation fee for single user, \$100/month and \$ 1,100 installation fee for unlimited users.
- Any Consultant can get VPN access.

4. CQR Access - Jim Johnson

Access is provided thru AT&T Global Network.

- Access is not project specific. Cost information and access information will be posted on Internet and shared with FTBA/ACA

5. QC 2000/Training Update – Susan Blazo

Next CMA is scheduled for Oct 27 – Nov. 1 but we are still working on location. The DOT attendance will still be limited to DCE or DME or their immediate assistants, however, in some cases, District can send a Resident Engineer.

- TAC Teams to be implemented in each District to facilitate QC 2000 changes. These will be the District experts to answer QC200 issues in each district. TAC Team training to be scheduled in late July or early August of 2002.
- C.O. has found an extra \$100,000 for CTQP training.
 - **ACTION ITEM:** Doug will send notice to DCTE's of their share of the additional funding. **(Douglas Townes)**

6. Dispute Review Board (DRB) – General Discussion

If contractor refuses to have DRB, how does the specification address? – The Specification addresses this issue.

- Should we pay for meetings when only 2 members show? Only in extreme cases such as car breaks down on the way. It is acceptable to pay when only 2 members show up for regular meetings since no decisions are being made. The Chairman of the DRB should coordinate attendance of various members and cancel if conflicts arise.
- Need to consider having regular meetings even if no issues.
- C.O. will roll over same team members next year unless districts tell us otherwise. SCO will check w/ DCE's prior to doing it.
- DRB user training – “How do you prepare for?” Training.
 - **ACTION ITEM:** Look at the feasibility of having this training. **(John Shriner)**
- DRB recommendation concerns – take exception if warranted. Work with C.O. Construction and Legal when taking an exception to a recommendation.

7. Design Build – General Discussion

- Warranties - We have CMAP (now changed to CGAP) and CGPF specifications on the web. The SCO is working on defining additional criteria for Structures, Signals, Lighting, etc.
 1. Project features other than listed in guidelines need specific approval for FHWA on Federal-aid project. Notify SCO.
 2. Payment for Dispute Review Board/Regional DRB in the CMAP concept.
 - **ACTION ITEM:** Need to provide guidance on how to process payment once the Contract is closed out. **(John Shriner)**
 3. ITS criteria (any available).
 4. Coordinate Asset Management Contracts with project specific CMAP/CCPF requirements.

- Utilities – the Utility Industry raised several questions. C.O. has drafted some responses. We will send to the districts to get their feedback and then post it on our website under Design Build.
 1. We need to have pre-utility meetings on Design Build jobs to facilitate discussions Contractors and Utilities.
 2. C.O. (Ken Weldon, Brian Blanchard, Greg Xanders) will be meeting with utilities of various forums in the next few months, in order to explain the Design Build process and address their concerns.
 3. Ken Weldon is also working on a Master D-B Agreement for Utility companies.
 4. Multiple relocation is still the responsibility of the Design Build Firm.
 5. You can deny a utility permit but the first recourse is to get D-B Firm work it out with Utility.
 6. No JPA's on D-B jobs because JPA's bring FDOT into the mix by saying that we can pay for relocation costs above the 110% estimate. We do not want to go there!
 7. Payout schedule (we still retain the ability to review and disapprove).
- Bituminous Adjustment – Industry concerns on long-term D-B jobs with no provision for Bit Adjustments.
 - **ACTION ITEM:** SCO to develop specification language for Bituminous Adjustment for Design-Build Projects. **(David Sumner – Completed on 04/16/02)**
- Hazmat – Language is not clear. Needs to say that we will clean up at our expense.
 - **ACTION ITEM:** Need to clarify the specification language. **(Ananth Prasad)**
- Weather – tighten up weather spec to say no adjustment.
 - **ACTION ITEM:** Re-visit weather with Management and FTBA. **(Greg Xanders – Completed; Industry agreed with the current specification language)**
- Payout Schedule – form in our guideline.
 - **ACTION ITEM:** SCO to revise the Bid Proposal Form to delete breakout of Lump Sum costs so as to retain the flexibility of review and approval after execution of the Contract. **(David Sumner – Complete 04/18/02)**

8. Claims Review – General Discussion

Discussed how districts are using CPA's to help review claims. Main issue is to make sure that large claims get help from CPA or Inspector General's (IG's) Office to address issues that project staff are not trained to review.

- **ACTION ITEM:** Districts to prepare a written plan on how they are going to involve Legal/CPA's/IG on large claims/Supplemental Agreement's and Districts are to send a copy to SCO no later than April 30, 2002. **(DCE)**

9. Contractor Grading – Greg Xanders

Greg reminded DCE's to ensure that their staff is using the new system.

10. FHWA Issues – Don Davis of FHWA

Major changes on FHWA oversight role forthcoming. Please coordinate with the Transportation Engineer.

- **ACTION ITEM:** District to provide feedback on extent of oversight to FHWA. (DCE)

11. EEO/DBE Task Team Update – Ananth Prasad

Update of where the Task Team stands. Team has done a good job following thru. Only area lagging is the Training (funding).

12. Project Management issues, E & O Procedure – John Davis of C.O. Project Management

John walked us thru the proposed procedure (draft). Errors and Omissions procedure was sent to DCCE.

- **ACTION ITEM:** Send this procedure to Director of Operations, Production and Administration for review and comments. (John Davis)

13. Lump Sum Issues – General Discussion

Discussed L.S. contracts. No real concerns/problems.

- One question came up on how to handle under-runs or items not needed, such as, eliminating an inlet or a section of guardrail replacement.
- Ananth noted that a proposed specification change would require us to deduct the invoice price and document such on a work order or through an adjustment to the Contract.

14. Contractor Grading – Ananth Prasad

Plan on publishing a procedure for Contract Grading feedback form which would require the Contractors to send the feedback to DCE at the time of Final Acceptance.

- **ACTION ITEMS:** Districts to review the form and provide comments to Ananth no later than April 30, 2002. (DCE)

15. Performance Grassing & Sodding – Ananth Prasad

Still working on tying down the performance criteria. Henry Haggerty suggested that topsoil was not working based on what he sees from 8 – 10 years ago.

- **ACTION ITEMS:** District to review and submit their comments along with at least two projects to be let in next FY to pilot this specification no later than April 30, 2002. **(DCE)**

16. Specification Changes – Ananth Prasad

Ananth discussed several new specs coming effective July 2002. Ananth provided information regarding Specification Change Table posted on the State Specification Office website.

17. Escrow Bid Documents – Ananth Prasad

Pilot this on some jobs.

- **ACTION ITEMS:** Districts to send Ananth a list of jobs over \$ 20 million, by April 30, 2001, to be let next FY to pilot this specification. **(DCE)**

18. QA/QC Changes – General Discussion

Some concern about too many things being critical.

- Look at giving Districts more flexibility.
- Deleting Project Level Assessment. The DCE voted to delete Project Level Assessment starting next FY. Districts can voluntarily continue Project Level Assessment, in which case, the Resident Level and District Level frequency remains unchanged.
- **ACTION ITEMS:** Districts to give feedback to Ananth no later than April 30, 2002 so that it can be discussed at next Task Team meeting in August/Sept. **(DCE)**